

OAM 5

DELEGATIONS OF AUTHORITY

- 25X1
1. General delegation from Exec. Secretary, NSC, to ~~Executive~~ and ~~Deputy Executive~~, CIA, with further redelegation. DD/A  
1 Dec 50  
1 Jan. 1949
2. Delegation to Executive and Deputy Executive, CIA, and Budget Officer, re time, leave and pay, and approval of compensatory and overtime of civilian employees of NSC. 15 Apr. 1949
3. Delegation to approve overtime for NSC chauffeur,   to the nearest quarter of an hour. 3 Oc25X1-949
4. Amendments to previous delegations to accord with reorganization of 5 October 1949. 5 Oct. 1949

NSC review completed

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NSC review completed

NATIONAL SECURITY COUNCIL  
WASHINGTON

1 December 1950

By virtue of the authority vested in me as Executive Secretary, National Security Council, and the provisions of the resolution of the National Security Council as approved September 26, 1947, and in order to carry out the activities and functions provided for in Section 101 of Public Law 253, 80th Congress, approved July 26, 1947:

A. The power to review and authorize or approve the following actions on behalf of the National Security Council is hereby delegated to the Deputy Director for Administration, CIA, and his Assistant for Administration:

1. The appointment, termination, direction and general administration of personnel.
2. The payment of all allowances to civilian employees stationed abroad.
3. The transfer of civilian employees from one official station to another and the payment or reimbursement of all expenses incident thereto, including travel and the transportation of household goods, automobiles (overseas), personal effects and dependents of such employees.
4. Temporary duty travel, travel to and from overseas posts by civilian employees and consultants, and the payment or reimbursement of expenses incident thereto.
5. Applications for travel advances of vouchered funds.
6. Allowances in excess of lowest first-class rate for the transportation facility used when the lowest first-class accommodations are not available, use of a compartment, or other accommodations, required for purposes of security, or the use of extra-fare trains and airplanes where appropriate, and payment of expenses therefor.
7. Regulations for time, leave and pay of civilian employees of the National Security Council.
8. Bonds of certifying officers, agent-cashiers, and surety bonds given as security for travel advances.
9. "Requisitions for Disbursing Funds" (Treasury Dept Form 427A) to provide available funds to cover expenditures by the National Security Council in the continental limits of the United States and abroad.

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10. Settlement of claims, as provided for in the Federal Tort Claims Act of 1946 (60 Stat. 843; 28 U.S.C. 921).

11. Execution of contracts in accordance with existing laws and regulations.

12. Publication of advertisements, notices or proposals.

13. Issuance of rules and regulations governing control of Government property in possession of NSC employees, property accountability, and property responsibility.

14. The appointment of officers authorized to certify vouchers and the revocation thereof.

B. The powers delegated herein may be exercised by the Deputies of designated officials, and may be redelegated where appropriate.

C. 1. The powers delegated in Paragraph A, Sections 1 and 2, may also be exercised by the Personnel Director or the chiefs of his personnel branches.

2. The power to approve appointments delegated in Paragraph A, Section 1, may also be exercised by the chiefs of the placement sections of the personnel branches.

D. 1. The powers delegated in Paragraph A, Sections 3 (when authorized by the Personnel Director), 4, 6, 11, and 12 may also be exercised by the Chief of Administrative Services and his Assistant.

2. The powers delegated in Paragraph A, Sections 3, 4, and 6 may also be exercised by the Chief and Assistant Chief of the Transportation Branch, Administrative Services Division.

E. 1. The powers delegated in Paragraph A, Sections 5, 7, 8, 9, 10, and 14 may also be exercised by the Comptroller or the Assistant Comptroller.

2. The powers delegated in Paragraph A, Sections 5, 7, 8, and 9 may also be exercised by the Chief, Fiscal Branch, Finance Division.

F. The powers delegated in Paragraph A, Sections 11, 12, and 13 may also be exercised by the Chief of Procurement or the Chief of his Procurement and Contract Branch.

G. Any officer or employee empowered to act for an officer or employee delegated authority herein may exercise such authority during the latter's absence or incapacity.

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H. All prior inconsistent delegations are hereby rescinded.

I. The effective date of this order is 1 December 1950.

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Concurred in: 1 December 1950



WALTER B. SMITH  
Director of Central Intelligence

TRANSMITTAL SLIP		
<u>4 Dec.</u> DATE		
TO: <u>Executive</u>		
BUILDING	ROOM NO.	
REMARKS:  NSC delegations are legally sufficient and appear to be propet- ly adapted to the present organization		
FROM: <u>L. R. Houston</u>		
BUILDING	ROOM NO.	EXTENSION


NATIONAL SECURITY COUNCIL  
WASHINGTON, D. C.

15 April 1949

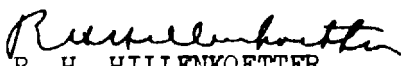
By virtue of the authority vested in me as Executive Secretary, National Security Council, and the provisions of the resolution of the National Security Council as approved September 26, 1947, and in order to carry out the activities and functions provided for in Section 101 of Public Law 253, 80th Congress, approved July 26, 1947:

A. The power and authority to prescribe regulations for time, leave and pay of civilian employees of the National Security Council are hereby delegated to the Executive, CIA, and his deputy.

B. Under the supervision of the Executive and his deputy, the Budget Officer, CIA, and ~~his deputies~~ are delegated the power and authority to approve compensatory time or overtime for civilian employees of the National Security Council.

  
SIDNEY W. SOUERS  
Executive Secretary

Concurred in: 15 April 1949

  
R. H. HILLENKOETTER  
Director of Central Intelligence

EXECUTIVE OFFICE OF THE PRESIDENT

NATIONAL SECURITY COUNCIL

WASHINGTON

Executive Registry

ER-0-6789

October 3, 1949

MEMORANDUM FOR THE EXECUTIVE, CIA

Attention: Budget Officer, CIA

SUBJECT: Overtime Pay for NSC Chauffeur

By memorandum dated 15 April 1949, the power and authority to prescribe regulations for time, leave and pay of civilian employees of the National Security Council were delegated by me to the Executive, CIA, and his Deputy.

It is understood that these regulations now provide that employees will receive overtime pay only for each full hour worked, and will not receive such pay for any fractions of an hour. Because of the need for his services on official business for an extended period each day of uncertain hours, the NSC chauffeur, [redacted] loses in the neighborhood of four hours overtime pay each pay-period under the above regulation.

While it is not my desire to make frequent exceptions to the regulations established by you pursuant to my delegation of authority, it is nevertheless requested that the NSC chauffeur receive overtime pay for the actual time employed, to the nearest quarter of an hour.

SIDNEY W. SOUFAS  
Executive Secretary

1000 OCT 4 1949

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CENTRAL INTELLIGENCE AGENCY  
WASHINGTON 25, D. C.

MEMORANDUM FOR THE EXECUTIVE SECRETARY, NSC

SUBJECT: Overtime Pay for NSC Chauffeur

25X1 In response to your memorandum of 3 October 1949 wherein you indicated that it was your desire to limit the power and authority given to the Executive, CIA by memorandum dated 15 April 1949 to prescribe regulations for time, leave and pay of civilian employees of the National Security Council, you are advised that action has been taken to provide for payment to [ ] for all overtime performed in multiples of one fourth of an hour.

25X1 The Payroll Branch of the Fiscal Division is initiating action to effect adjustments retroactively for deductions made for fractional portions of an hour in those instances where [ ] performed overtime to the extent that such overtime was reflected on Time and Attendance reports submitted to the Payroll Branch in accordance with normal procedure.

25X1

[ ]  
Captain, USN  
Executive, CIA



UNCLASSIFIED RESTRICTED CONFIDENTIAL SECRET  
(SENDER WILL CIRCLE CLASSIFICATION TOP AND BOTTOM)

CENTRAL INTELLIGENCE AGENCY  
OFFICIAL ROUTING SLIP

TO	INITIALS	DATE
1 <i>Executives</i>	<i>CLW</i>	<i>10-5-49</i>
2 <i>Budget Officer</i>	<i>AN</i>	<i>10-7-49</i>
3 <i>Asst. Budget Officer</i>	<i>AN</i>	<i>10/10/49</i>
4 <i>Budget Officer</i>	<i>IS</i>	<i>11 Oct</i>
5 <i>Chief, Admin. Staff (ma. Opp. Sec.)</i>	<i>WE</i>	<i>10/12/49</i>
FROM	INITIALS	DATE
1 <i>Budget Officer</i>	<i>AN</i>	<i>10-4-49</i>
2		
3		

☐ APPROVAL    ☒ INFORMATION    ☐ SIGNATURE  
☐ ACTION    ☐ DIRECT REPLY    ☐ RETURN  
☐ COMMENT    ☐ PREPARATION OF REPLY    ☐ DISPATCH  
☐ CONCURRENCE    ☐ RECOMMENDATION    ☒ FILE

REMARKS: *Original sent to Fiscal Division for action.*

*(1) Request expedite answer.*

*To: Exec agrees that reply is unnecessary.*

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**NATIONAL SECURITY COUNCIL  
WASHINGTON**

5 October 1949

Previous delegations of authority to take actions on behalf of the National Security Council granted to the CIA officials listed in column (1) below are hereby redelegated as indicated in column (2) below, effective 5 October 1949.

Column (1)

- (1) Personnel Officer
- (2) Budget Officer
- (3) Services Officer
- (4) Overt Deputy Personnel Officer
- (5) Overt Deputy Budget Officer
- (6) Overt Deputy Services Officer

Column (2)

- (1) Personnel Director
- (1) Chief, Administrative Staff
- (2) Budget Officer
- (2) Chief, Administrative Staff
- (3) Chief, Administrative Staff
- (4) Chief, Personnel Division, Administrative Staff
- (5) Chief, Fiscal Division, Administrative Staff
- (6) Chief, Services Division, Administrative Staff

  
SIDNEY W. SOUERS  
Executive Secretary

Concurred in: 5 October 1949

  
R. H. HILLENKOETTER  
Director of Central Intelligence

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